



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
32D MEDICAL BRIGADE, U.S. ARMY MEDICAL DEPARTMENT CENTER AND SCHOOL  
3255 HARNEY ROAD  
FORT SAM HOUSTON, TEXAS 78234-6110

OCT 1 2 2006

MCCS-A

## MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Prevention of Sexual Harassment (Policy Memorandum # 4)

1. Purpose. To establish the policy for handling sexual harassment complaints.
2. Applicability. This policy applies to all Soldiers and civilian employees that are assigned or attached to the 32d Medical Brigade.
3. Policy.
  - a. Sexual harassment is unacceptable behavior and will not be tolerated. It creates an intimidating, hostile, or offensive working environment that interferes with an individual's work performance and degrades mission accomplishment. Such conduct is contrary to the excellence, professionalism, and values exemplified by and expected of 32d Medical Brigade Soldiers and civilians. Sexual harassment destroys cohesion and damages combat readiness. Neither rank nor position will serve as a shield to those who engage in or condone such divisive and destructive activity.
  - b. Sexual harassment is a form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.
  - c. Any person in a supervisory or command position who uses or condones any form of sexual behavior to control, influence, or affect the career, pay or job or another Soldier or civilian employee is engaging in sexual harassment. Additionally, any military member or civilian employee who makes deliberate or repeated-unwelcome comments, gestures, or physical contact of a sexual nature is engaging in sexual harassment.
  - d. Any person who believes that he or she has been subjected to sexual harassment, or has knowledge of this misconduct, will report the misconduct to their immediate supervisor. Commanders or supervisors will take immediate corrective action when they become aware of sexual harassment that creates a hostile work environment. If resolution is unsuccessful or unsatisfactory, you are encouraged to contact your unit's Equal Opportunity Representative for assistance. Coercion, harassment, or reprisals against Soldiers or civilian employees who exercise their right under this policy are prohibited.

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e. Training and education are two effective methods of informing 32d Medical Brigade Soldiers and DA civilians about sexual harassment and reducing sexual harassment incidents. Commanders and leaders must participate and lead in prevention of sexual harassment training. All military members will receive Prevention of Sexual Harassment (POSH) training biannually while DA civilians are required to attend POSH annually.

f. All leaders are expected to set the standard by personally treating all individuals with dignity and respect. In cases where substantiated sexual harassment occurs, the rights of the victim are to be protected and action taken as appropriate.

g. I expect each leader and member of 32d Medical Brigade to take an active role in the prevention of sexual harassment. Sexual harassment has no place in this command!

4. A copy of this policy will be permanently posted on all unit equal opportunity bulletin boards within the 32d Medical Brigade.

**KEEP UP THE FIRE!**



JOHN P. COOK  
COL, MS  
Commanding

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